

CLAYTON COUNTY BOARD OF COMMISSIONERS

Regular Business Meeting
7:00 P.M.

June 12, 2012

POST SUMMARY MINUTES

PRESENT: Chairman Eldrin Bell, Vice-Chairman Wole Ralph, Commissioner Sonna Singleton, Commissioner Michael Edmondson, Commissioner Gail Hambrick, and Clerk Shelby D. Haywood.

1. Chairman Bell called the meeting to order.
2. Invocation was led by Rev. Keith Reynolds of the Christian Fellowship Baptist Church in College Park, Georgia. Pledge of allegiance to the flag was led by Chairman Bell.
3. Amended the agenda by adding a vocal selection by Mercedes Elston of Mt. Zion High School following a motion to adopt the agenda (at the request of Commissioner Singleton); adding Resolution 2012-121 (A Resolution authorizing Clayton County to execute an easement agreement with Old Dixie Center, LLC, in connection with certain road improvements; to facilitate the relocation of existing traffic control devices; to authorize the Chairman to execute the easement agreement, and otherwise to perform all other acts necessary to accomplish the intent of this resolution; to provide an effective date of this resolution; and for other purposes); and adding an appointment to the Housing Authority Board (at the request of Commissioner Hambrick). Clerk Haywood also noted that the Executive Session tonight pertained to litigation and a personnel matter. The agenda was adopted, as amended, as all commissioners had copies before them. Vote unanimous.

4. Vocal Selection by Mercedes Elston of Mt. Zion High School in Jonesboro, Georgia.

Commissioner Singleton noted that she had known Ms. Elston since middle school and was very proud of her vocal talent.

5. Approved the June 5, 2012 Public Hearing on the Proposed FY-2013 Annual Operating Budget and the June 5, 2012 Regular Business Meeting minutes. The motion carried 4-0-1. Chairman Bell, Vice-Chairman Ralph, Commissioner Singleton, and Commissioner Hambrick voted in favor. Commissioner Edmondson abstained due his absence from this public hearing and regular business meeting.

6. PROCLAMATION: "Clayton County Recognizes Azureblue Elizabeth White as the First College Graduate of the Kinship Care Program/Grandparents Raising Grandchildren within the Senior Services Department" (presented by Chairman Eldrin Bell).

7. PROCLAMATION: "Clayton County Recognizes Several Students Attending a National Competition for the NAACP Program ACT-SO" (presented by Commissioner Sonna Singleton).

NOTE: Group Photos were taken of the proclamation honorees, staff representatives, and family members. Clerk Haywood read the proclamations as well as the letters and historical facts surrounding

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the NAACP Program ACT-SO (Afro-American Academic, Cultural, Technological, and Scientific Olympics) for the benefit of the audience.

8. PRESENTATION: Proposed Annual Operating Budget for the Fiscal Year Ending June 30, 2013 (presented by Angela Jackson, Finance Director).

Ms. Jackson noted that this year's budget process was very different from previous years. Since Wade Starr was appointed as County Manager last year, she stated he has worked with department heads on producing goals and objectives that will later be evaluated. As a result of that focus, Mr. Starr and Chairman Bell decided that departmental budgets would be submitted based on programmatic budgeting this year. Ms. Jackson explained that programmatic budgeting is development of a budget based on programs and linking revenues and expenditures to that program. Budget hearings were then held with department heads, elected officials, Finance staff, Mr. Starr, and Chairman Bell. During this year, Mr. Starr ensured that no one would be surprised at the end of this budget process and everyone would be aware of what was in the budget by the time of the first public hearing. Per Ms. Jackson, there was a meeting with department heads in which Mr. Starr issued all of the individual budgets to them and answered various questions and concerns. Simultaneously, individual budgets were hand-delivered to elected officials. Due to the difference in the budget process this year, Ms. Jackson stated she had received a lot of positive feedback from department heads and elected officials. They expressed their appreciation and enjoyment of this process, even though it entailed hard work; i.e., spread sheet changes. Ms. Jackson thanked the Board and Chairman Bell for the new vision as well as Mr. Starr who changed the budget process this year. She also stated that she was grateful for the diligence her wonderful staff had shown in working through the new budget process (Dennis Johnson, Budget Manager; Steffany Mallett, Budget Analyst; and Don Turner, Budget Analyst).

Per Ms. Jackson, the FY-2012 budget had a net assessed value on the Digest of approximately \$6.6 billion. This year, the preliminary Digest dated April 20, 2012 was almost \$5.9 billion. She stated that the base millage will remain the same at 20.953 mills; however, the millage credit for the proposed budget (FY-2013) will be 6.035. Ms. Jackson explained that this millage credit is a calculation based upon Local Options Sale Tax (LOST) collections as well as the Digest. The Digest decreased and the LOST collections increased, projecting a net millage decrease of 14.918 – which is a .895 mill tax reduction for the citizens of Clayton County. As a recap of that chart, Ms. Jackson further stated that the Tax Digest decreased; LOST collections increased; and the millage credit was higher – all resulting in a tax decrease of .895 mills. Due to the lower Digest and the decrease in the net millage rate, the County had to make up that amount in the budget to avoid reductions in services provided to citizens. There were a number of cost savings in various areas as follows: 1) electric utilities due to the energy performance lease that the County contracted a few years ago; 2) reduction in legal fees due to the hiring of Freeman Mathis & Gary LLP; 3) reallocation of personnel in the Transportation and Development Department which equated in a savings of almost \$4.3 million; and 4) reduction in

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personnel costs due to a Safety Officer who visits department offices throughout the County and tries to reduce any accidents or incidentals. In other areas, the County experienced some revenue increases, such as 1) increase in LOST collections; 2) receipt of monies from the Clayton County School Board for School Resource Officers in middle and high schools; 3) increase of income from Inmate Housing and Telephone Commission this past year; and 4) increase in EMS fees.

Ms. Jackson next referenced a chart which represented the breakdown of revenues within the FY-2013 budget as follows:

51%	Property Taxes (largest portion of revenue)
28%	Other Taxes and Assessments (LOST monies represented the largest portion of this category)
11%	Charges for Services

She affirmed that department heads and elected officials requested expenses this year that totaled \$181.2 million. Following the budget hearings, those requested expenses were reduced to \$175.9 million. The amended budget for the current year is \$173.9 million, and the proposed FY-2013 budget was reduced to \$170.8 million in order to take the tax decrease of .895 mills.

Ms. Jackson emphasized there are also several investments in this year's budget –

Technology Enhancements were made to streamline processes and reduce costs wherever possible (Hardware/Software enhancements in this budget total \$920,000.00).

Personnel had a net addition of 10 positions for a total cost of \$723,625.00 (most of these positions were in Courts/Law Enforcement/IT and reduced costs across the board for services).

Expenditures in this budget are represented as:

37%	Courts and Law Enforcement
23%	Libraries (NOTE: This is an incorrect departmental category that was later corrected by Ms. Jackson at the end of these minutes.)
16%	Other General Government (Refuse Control, Building & Maintenance, etc.)

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11% General Government (Board of Commissioners' Office, Staff
Attorney's Office, Finance, Audit, etc.)

Ms. Jackson stressed that the major challenge with the proposed FY-2013 budget was the Fire Fund. The preliminary Digest for the Fire Fund was 11% lower, which is \$465 million in value. That figure amounts to a decrease of \$5 million in funds for the Fire Fund budget. Property tax revenues represent approximately 93% of the Fire Fund budget, and 89% of the Fire Fund budget accounts for personnel costs – which did not leave much leeway for reductions. Personal Services for the Fire Fund budget total \$16.8 million and Regular Operating Expenses and Capital total \$2 million – for a total Fire Fund budget of \$18.8 million. The options to fix the \$5 million issue this year were to: 1) lay off 36 employees; 2) do rolling brown-outs which amount to 72 days per year per station; 3) take money from the Fire Fund Balance; 4) or do a combination of the Fire Fund Balance and any of the above options.

According to Ms. Jackson, the FY-2013 proposed budget included an expenditure reduction of \$1 million; a hit on the Fire Fund balance of \$1.5 million; a hit on the General Fund/Fund Balance of approximately \$2.5 million; and management of vacancies. Ms. Jackson pointed out that there are currently 17 vacancies while there are usually 36 vacancies for the year. She summarized that the proposed FY-2013 budget contains a tax reduction of .895 mills as of the preliminary Digest. The Digest continues to drop so, by the time the County has a final Digest prepared for adoption in July 2012, it may be as much as a mill. Ms. Jackson concluded that there will be no reduction in services, no pay cuts for employees, and no furlough days for employees. The most significant issue with this budget was the Fire Fund, and that ended her presentation.

Chairman Bell questioned if Ms. Jackson had said the Digest may drop as much as one (1) mill.

Ms. Jackson answered yes, but it would depend on how much further the Digest drops. Every time she has received a preliminary Digest, the figure has dropped a little bit more.

Chairman Bell asked Ms. Jackson what her expectation would be.

Ms. Jackson replied that the Tax Assessors Office would be able to answer that question. She did not know how many property tax appeals had been submitted. The Digest is expected to be locked down on June 18th, and she will probably know more by then.

Chairman Bell confirmed that the proposed FY-2013 budget had now been presented, but he wanted to ask the Board for one more consideration. Since Ms. Jackson had already stated that the Digest may drop to a point where the county citizens could get as much as a mill, Chairman Bell asked the Board to

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consider giving them a mill back which would cost almost \$420,000.00 in addition to the .895 mills under consideration now for approval. He then asked for a motion.

Vice-Chairman Ralph asked Chairman Bell if he were asking for a motion to approve the budget now. Chairman Bell reiterated that he wanted to give the citizens back as much as a mill.

Interim Attorney Jack Hancock proceeded to present Resolution 2012-117 for the Board to vote on the approval of the FY-2013 proposed Annual Operating Budget. Chairman Bell asked Mr. Hancock to wait for a moment so that he could get an answer to a question. If he had made a recommendation to give the county citizens back a mill, he wondered if that recommendation should be made a part of that budget approval now or approval as is with the potential of setting the millage rate later. Mr. Hancock responded that the Board will set the millage rate at a later date. With that being said, the following motion ensued:

Motion by Vice-Chairman Ralph, second by Commissioner Singleton, to approve the budget as presented. The millage rate will be set at a later date. Vote unanimous.

For the record, Mr. Hancock stated that the motion just made should reflect approval of Resolution 2012-117. Chairman Bell requested that Mr. Hancock read into the record the caption of Resolution 2012-117 (as he normally would have read it.) [NOTE: See the following Board approval of this resolution.]

9. Approved Resolution 2012-117 providing for the adoption of the County's Budget for the Fiscal Year ending June 30, 2013; to provide for the appropriation of expenditures and recognition of anticipated funding sources; to provide for the circumstances under which the budget may be amended by the Board of Commissioners, the Chairman, or the Chairman's designee; to provide an effective date of the resolution; and for other purposes. Vote unanimous.

10. Approved Resolution 2012-118 authorizing Clayton County to enter into an Agreement with the Show Business Sound And Lighting, Inc., providing for terms and conditions under which audio production equipment and services will be provided in connection with a memorial dedication to honor the ancestors of Michelle Obama, First Lady of the United States; to authorize the Chairman to execute the agreement and otherwise to perform any acts necessary to accomplish the intent of the resolution; to authorize the Finance Director to amend the budget where necessary to reflect an appropriate revenue and expense, all as may be required under the terms of the agreement; to provide an effective date; and for other purposes. Vote unanimous.

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11. Approved Resolution 2012-119 authorizing the County to enter into a Professional Services Agreement with Dr. Joseph A. Hill, Ph.D. for pre-employment psychological evaluation services on behalf of the Clayton County Police Department. Vote unanimous.

12. Approved Resolution 2012-120, a Resolution by the Clayton County Board of Commissioners authorizing the Clayton County Board of Health to establish new fees for environmental services. Vote unanimous.

13. Approved Resolution 2012-121, a Resolution authorizing Clayton County to execute an easement agreement with Old Dixie Center, LLC, in connection with certain road improvements; to facilitate the relocation of existing traffic control devices; to authorize the Chairman to execute the easement agreement, and otherwise to perform all other acts necessary to accomplish the intent of this resolution; to provide an effective date of this resolution; and for other purposes. Vote unanimous.

Mr. Hancock requested that the Board conduct an Executive Session to discuss litigation and a personnel matter. The Board generally consented to do so.

14. Angela Jackson, Director of Finance, presented the following items which resulted in these actions. (NOTE: The Board voted on all of these items at once.)

1) Approved Budget Amendment #2-33/Parks & Recreation/FYE 6-30-12, in the amount of \$19,620.00 to transfer funds to cover expenses associated with umpire and official fees in Athletics for the remainder of the year. Vote unanimous.

2) Approved Budget Amendment #2-35/Federal Narcotics Fund/FYE-6-30-12, in the amount of \$28,389.00, to appropriate funds to purchase a vehicle for the District Attorney's Office. Vote unanimous.

3) Approved Budget Amendment #4-59/Fund 306-Roads & Recreation Projects/FYE 6-30-12, in the amount of \$5,014,098.00, for Transportation & Development Project Closures and to make those funds available for other approved T& D projects within the Old SPLOST. Vote unanimous.

4) Approved a Request for a Business License Refund, from K. Chaney Mitchell of Stockbridge, Georgia, in the amount of \$75.00. Vote unanimous.

15. Renee Bright, Director of Human Resources, presented the following item which resulted in this action:

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- 1) Approved a Request to Fill Vacancies List as noted below –

Position Title	Department	Salary Grade	Salary
Engineering Tech I	T & D	12	\$25,101.00
Program Coordinator	Parks & Recreation	18	\$33,820.00
Police Officer II (2 positions)	Police	20	\$37,354.00
Sheriff Correctional Officer	Sheriff	19	\$35,543.00
Sheriff Services Clerk	Sheriff	P/T	\$9.45

Vote unanimous.

16. Approved the reappointment of Dorothy Morris to the Housing Authority Board of Clayton County. New term is for five (5) years; expiring on May 11, 2017. Vote unanimous.

PUBLIC COMMENT:

1. Thomas Houston, a resident of Riverdale, Georgia, praised the Board and County Manager for doing a good job on the county budget and posed a budget question for clarification. He suggested that the County explore other means of notifying the citizens about public hearings and informing them about the role of the County Manager.

2. Lisa Tinch, a county resident, requested that the Board hold a public hearing in order to receive closure about her housing demolition dilemma (with the pertinent parties of the Fire Department, District Attorney's Office, and Board of Commissioners in attendance). She also asked for the number and identification of internal/outside county attorneys in a written format.

Motion by Vice-Chairman Ralph, second by Commissioner Singleton, to go into Executive Session in the Commissioners' Conference Room at 7:45 p.m. to discuss litigation and a personnel matter. Vote unanimous.

Motion by Vice-Chairman Ralph, second by Commissioner Singleton, to go out of Executive Session at 8:05 p.m. Vote unanimous.

Motion by Commissioner Hambrick, second by Commissioner Singleton, to reconvene the Regular Business Meeting in the Commissioners' Boardroom at 8:06 p.m. The motion carried 4-1. Chairman

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Bell, Commissioner Singleton, Commissioner Edmondson, and Commissioner Hambrick voted in favor to reconvene the Regular Business Meeting. Vice-Chairman Ralph was absent.

Angela Jackson, Finance Director, alerted the Board that she had one (1) correction to make to her earlier FY-2013 proposed budget presentation regarding expenditures. She had misquoted one of the departments in the expenditure breakdown and wanted the record to reflect a corrected departmental expenditure:

37%	Courts and Law Enforcement
23%	Public Safety (<i>not Libraries as was quoted earlier</i>)
16%	Other General Government
11%	General Government

Chairman Bell said her correction was so noted and would be made a part of the record. He then asked if there were anything further to discuss.

Mr. Hancock informed the Board that the record should also reflect that the Executive Session held tonight only involved litigation matters (*it did not include a personnel matter as was quoted earlier*).

There being no further corrections, notations, or business to discuss, motion by Commissioner Hambrick, second by Commissioner Singleton, to adjourn the Regular Business Meeting of June 12, 2012 at 8:08 p.m. The motion carried 4-1. Chairman Bell, Commissioner Singleton, Commissioner Edmondson, and Commissioner Hambrick voted in favor to adjourn the Regular Business Meeting. Vice-Chairman Ralph was absent.